



MEETING MINUTES

June 28, 2016

7:30 PM

Approved

In Attendance: B. Watts, Chairman, L. Schack, Vice Chairman, H. Harper, Member, D. Carlson, Member, M. Brown, Authority Administrator, Michael Knouse, P.E. and Katie Cirone, EIT, ARRO Consulting, Inc.

Call to Order

B. Watts called the meeting to order at 7:28 PM.

Approval of Minutes

D. Carlson made a comment and suggested a brief modification to the draft minutes of the May 24, 2016 meeting. He then made a motion to approve the minutes as revised. H. Harper seconded. It was so moved.

D. Carlson suggested a clarification to the draft minutes of the June 2, 2016 Special Meeting. L. Schack then moved to approve the minutes as revised. H. Harper seconded. It was so moved.

Approval of Payments

Following several questions and a brief discussion, a motion was made by L. Schack to approve the payments listed. H. Harper seconded. It was so moved. Following a brief discussion, D. Carlson then moved to accept in good faith the Balance Sheet and Revenue and Expenses Reports as prepared by the Township Treasurer for May 2016. L. Schack seconded the motion. It was so moved.

Authority Administration Reports

M. Brown noted that all treatment facilities were operating well and within their permit requirements. He noted the three administration reports and the facility maintenance report and asked if there were any questions regarding the reports. Several brief questions followed that were answered. M. Brown provided an update on the Phase II Sewer Expansion Project and shared some common issues relative to utility service and the concerns of residents within the construction area.

M. Brown reported that Acme was looking at installing a "pub" type facility in their store that discharged to the Eaglepointe WWTF. Because this would be an increase in BOD to the facility, Eaglepointe could not accommodate the change. He shared that he had discussed with Acme the possibility of moving the Acme discharge from the Eaglepointe System to the Route 100 System. The Route 100 System had sufficient capacity to handle the flow from Acme and with the amount of system dilution; BOD from Acme would not be an issue. M. Brown noted this would also relieve some of the stress on the Eaglepointe System and allow it to take on additional connections within that commercial area of the Township. The approximate average

daily flow from Acme is 3,150 gallons per day (gpd) or 14 EDUs. M. Brown also noted the tapping fees for the connection of Acme would be \$97,240.08. After a discussion, H. Harper moved, seconded by D. Carlson to allow Acme to connect to the Route 100 System. It was so moved.

M. Brown reviewed the expansion of the Windsor Baptist Church on Park Road and their need for 1 additional EDU. L. Schack moved, seconded by H. Harper to grant the additional EDU. It was so moved. M. Brown noted a tapping fee of \$6,945.72 would be assessed.

M. Brown then discussed the status of tapping fees paid by the 121 homes in the Phase II Expansion area. He noted that 18 homes had not yet paid their tapping fees which were due April 1, 2016. He recommended that a letter be issued to the homeowners with a bill giving them an additional 30 days to pay the tapping fee. If it is not paid, the Authority would then initiate a property lien and pursue legal means to connect them to the sanitary sewer. L. Schack moved, seconded by D. Carlson to accept the recommendation. It was so moved.

M. Brown then noted the draft Operations and Management Agreement between the Township and Authority in the previous month's packet. He said that the Authority should send any comments they had to him for inclusion. He noted that he would ask the Board to approve the agreement at the July meeting. He noted that he had received from D. Carlson some brief suggested changes.

M. Brown then provided a brief update on the Solicitor's activity regarding Toll Brothers and the excess disposal capacity, the status of 55 Yarmouth Lane and their connection to the Saybrooke System and his acceptance to speak at the PWEA conference in November on the Authority's unique wastewater system.

H. Harper then moved to accept the reports of the Authority Administrator as submitted. D. Carlson seconded the motion. It was so moved.

Open Session

No residents were in attendance.

Next Meeting Date: July 26, 2016 – 7:30 pm.

B. Watts noted the date and time of the next meeting of the Authority.

Adjournment

There being no further business to be brought before the Authority, D. Carlson moved, seconded by H. Harper to adjourn the meeting at 8:30 pm.

Respectfully submitted,

G. Matthew Brown, P.E., DEE
Authority Administrator